



# **USMC's Environmental Management Portal for EMS Implementation *Service-wide Rollout and Future Plans***

E2S2 Conference  
16 June 2010



| Report Documentation Page  |                                    |                                     | Form Approved<br>OMB No. 0704-0188                        |   |                                 |
|--|------------------------------------|-------------------------------------|---|---|---------------------------------|
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# Outline

- Environmental Management System (EMS) History
- Environmental Management (EM) Portal History
- EM Portal Rollout
- Core EMS Functionality
- Other Useful Features
- Application Interaction
- Next Steps



# USMC EMS Requirements

- **Each installation's EMS must include 18 core elements for conformance.**
  - Environmental Policy Statement
  - Identification and Communication of Applicable Legal Requirements
  - Practice/Aspect Inventory
  - Ranked Inventory by the potential risk to mission
  - Environmental Objectives and Targets
  - Actions to Improve Performance (POA&Ms for the Objectives and Targets)
  - Structures, Responsibilities, and Programs
  - Funding and Manpower
  - Environmental Training
  - Internal and External Communication
  - Document and Record Control
  - Emergency Preparedness and Response
  - Environmental SOPs
  - EMS Manual
  - Monitoring and Measuring
  - Problem Solving
  - EMS Review
  - Management Review



# EM Portal History

- Project originated at MCB Camp Lejeune in 2004
  - EMS implementation efforts resulted in the need for a web-based system for:
    - communicating with EMS stakeholders
      - Up AND down the chain-of-command
    - an organized, interactive format for maintaining:
      - PAI data
      - Objectives and targets
    - training and awareness
    - document and record control



# EM Portal Platform

- Platform: Microsoft SharePoint 2003
  - Encourages collaboration
  - Easy to use if you are familiar with MS Office
    - Environmental Managers can design their own pages
      - EMS Managers = Portal Administrators
- EM Portal resides within the Navy Marine Corps Intranet (NMCI)






# Core SharePoint Functionality

- Document management
- Calendars
- Alerts
- Content

HQMC Environmental Management Portal Home EM Portal Sites Official Documents Knowledge Sharing Guidance Documents **Help and Training** Reports


 **EM Portal Help and Training**


**Current Location**

- ▼ HQMC Environmental Management Portal Home
- Help and Training

**Actions**

- Create Subarea
- Change Settings
- Manage Security
- Manage Content
- Manage Portal Site
- Add to My Links
- Alert Me
- Edit Page

 **SharePoint Online Training**












 Microsoft Office  
**SharePoint Portal Server 2003**  
© 2003 Microsoft Corporation. All rights reserved.  
**Hands-on Training and Tips & Tricks**

The training modules provided in this site trains end users to perform a number of basic tasks in a Microsoft Office SharePoint Portal Server 2003 environment. The modules will help you learn to use SharePoint Portal Server and will introduce the basic features and principles of portal site navigation and customization. This document is intended to facilitate self-paced training.

Some SharePoint Portal Server features, such as My Sites and the ability to create new SharePoint sites, may not be available due to your company's IT policies. SharePoint Portal Server security can be used to limit the actions each user can perform. In many cases, you need the correct rights in order to perform certain tasks. Check with your IT department for clarification of individual issues.

| Problem   | Solution  |
|---|---|
| Can't browse usmc.mil intranet sites                    | Contact NMCI Help Desk  |
| Need help working with NMCI Access to EM Portal site(s) | Contact local CTR/STOIC<br>If site never appears, submit trouble ticket to <a href="mailto:LEJEUNE_SERVICE_REQU@usmc.mil">LEJEUNE_SERVICE_REQU@usmc.mil</a><br><br>If prompted for username or password make sure EM Portal is added to list of Internet Explorer Trusted Sites<br><br>If notified that you do not have permissions to view site, submit email when prompted by SharePoint and/or contact Pat Evans ( <a href="mailto:pat.evans@usmc.mil">pat.evans@usmc.mil</a> )<br>Use the "Feedback" web part to contact the local EMS Manager<br>Contact Pat Evans ( <a href="mailto:pat.evans@usmc.mil">pat.evans@usmc.mil</a> ) or CH2M HILL help staff ( <a href="mailto:emportal@ch2m.com">emportal@ch2m.com</a> ) |
| EMS Questions (local)                                   | Contact HQMC EMS Representative ( <a href="mailto:joanna.curlin@usmc.mil">joanna.curlin@usmc.mil</a> )  |
| EMS Questions (policy)                                  | Contact Pat Evans ( <a href="mailto:pat.evans@usmc.mil">pat.evans@usmc.mil</a> ) and CC CH2M HILL help staff ( <a href="mailto:emportal@ch2m.com">emportal@ch2m.com</a> )   |
| EM Portal Site Content/Configuration                    | Submit a trouble ticket to <a href="mailto:LEJEUNE_SERVICE_REQU@usmc.mil">LEJEUNE_SERVICE_REQU@usmc.mil</a> and CC CH2M HILL help staff   |
| Bugs/errors in EM Portal EMS                            |   |

**Downloadable Quick Tips**

| Type  | Description                                   |
|---|---|
|  | Quick Tips for SharePoint End Users           |
|  | EM Portal Managers Quick Guide                |
|  | EM Portal User Quick Guide                    |
|  | SharePoint 2003 Admin Guide                   |
|  | SharePoint 2003 Users Guide                   |
|  | EM Portal Software Users Manual Final         |
|  | PAI Training Module-Admin                     |
|  | PAI Training Module-Environmental Training    |
|  | SharePoint 101 Contributor and Admin Training |
|  | EM Portal Overview                            |
|  | HQMC Environmental Applications Overview      |



# EM Portal Rollout

- HQMC Site
- Installation Sites
  - Homepage
  - EMS pages
    - PAI module with POAM functionality
  - Any other pages the installation wants!
    - Has become the environmental intranet for most installations
      - Multimedia pages (Natural Resources outreach, Recycling, etc)
      - Working group pages





# EM Portal Rollout

- Included the following milestones for each installation
  - Initial meeting to identify:
    - Unique installation wants/needs
    - Desired site layout
    - Access requirements
    - Stakeholders
  - Site build-out and population of EMS data
  - 2-3 days of onsite training
  - Post-training webinars



# Rollout Status

## Complete (20)

MCB Camp Lejeune  
MCAS Cherry Point  
MCAS Beaufort  
MCRD Parris Island  
MCB Camp Pendleton  
MCAS Camp Pendleton  
MCB Camp Butler  
MCAS Iwakuni  
MCB Hawaii  
MCRD San Diego

MCAS Miramar  
MARFORRES  
MCAS Yuma  
MB Washington  
MCB Quantico  
MCLB Barstow  
MCAGCC 29 Palms  
MWTC Bridgeport  
MCLB Albany  
CATC Camp Fuji

## Underway (1)

MCSF Blount Island



# EMS Functionality

- Practices, aspects, and impacts (PAI) inventory
- Risk ranking/prioritization
- Tracking objectives, targets and plans of action and milestones (POA&Ms)
  - EMS Team members can update their actions themselves before/after EMS Team meetings

**HQMC Environmental Management Portal Home**

- [EM Portal Sites](#)
- [Official Documents](#)
- [Knowledge Sharing](#)
- [Guidance Documents](#)
- [Help and Training](#)
- [Reports](#)

**Actions**

- ▢ [Add Listing](#)
- ▢ [Create Subarea](#)
- ▢ [Upload Document](#)
- ▢ [Change Settings](#)
- ▢ [Manage Users](#)
- ▢ [Manage Content](#)
- ▢ [Manage Portal Site](#)
- ▢ [Edit Page](#)

**Welcome to the EM Portal**

Executive Order (EO) 13148, "Ensuring the Government through Leadership in Environmental Management", requires an Environmental Management System (EMS) to be implemented at all applicable Federal facilities by 31 December 2005.

An effective EMS requires an organization to develop a policy and formulate objectives that consider legislative and regulatory requirements along with information about significant environmental impacts of interested parties.

EMS standards apply to those environmental aspects which the facility can control or influence.

The EM Portal is a tool to assist in achieving and controlling the goals set for environmental performance, and as such will establish environmental performance standards appropriate for its operations and consistent with applicable legislation and regulations.

**Training Opportunities**

[Environmental Learning Management System](#)

[MarineNet](#)

[Internet Based Training and Seminars](#)

**Other Links**

- [USMC](#)
- [HQMC - LFL-6](#)
- [HEAP Portal](#)
- [MCIEAST Portal](#)

[Add new link](#)

**Feedback**

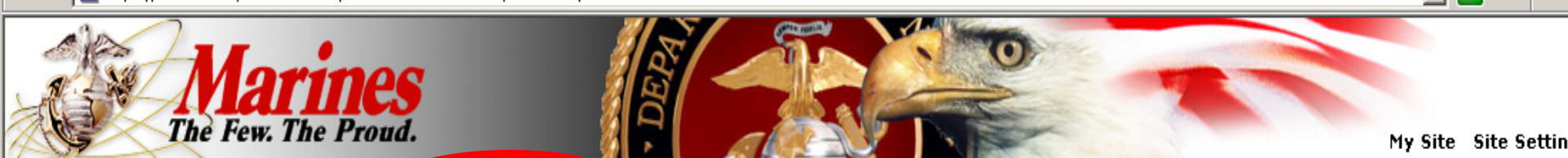
**From:** pat.evans

**To:** EMPortal Administrator

**Subject:** Feedback

**Reason:**

<Enter your feedback here>



My Site Site Settings

HQMC Environmental Management Portal Home **EM Portal Sites** Official Documents Knowledge Sharing Guidance Documents Help and Training Reports



## EM Portal EM Portal Sites

This topic

### Current Location

▼ HQMC  
Environmental  
Management  
Portal Home

### Environmental Management Portal

#### EM Portal Sites

| WEST COAST                | EAST COAST           | OCONUS          | HQ SITES                 |
|---------------------------|----------------------|-----------------|--------------------------|
| MCLB BARSTOW              | MCLB ALBANY          | MCB CAMP BUTLER | HQTRS MARINE CORPS (LFL) |
| MCMWTC BRIDGEPORT         | MCAS BEAUFORT        | MCB HAWAII      | MCIEAST                  |
| MCAS CAMP PENDLETON       | MCSF BLOUNT ISLAND   | MCAS IWAKUNI    | MCIWEST                  |
| MCB CAMP PENDLETON        | MCB CAMP LEJEUNE     | CATC CAMP FUJI  | MARFORCOM                |
| MCAS MIRAMAR              | MCAS CHERRY POINT    |                 | MARFORPAC                |
| MCRD SAN DIEGO            | MCB QUANTICO         |                 | MARFORRES                |
| MAGTFTC TWENTY NINE PALMS | MCRD PARRIS ISLAND   |                 |                          |
| MCAS YUMA                 | MC BARRACKS, 8TH & I |                 |                          |

#### EM PORTAL FEEDBACK

**From:** pat.evans  
**To:** EM Portal Administrator  
**Subject:** Portal Feedback

**Reason:** Help

<Enter your feedback here>

Send

### Actions

- Create Subarea
- Change Settings
- Manage Security
- Manage Content
- Manage Portal Site
- Add to My Links
- Alert Me
- Edit Page

#### EM Portal Contact List

| Last Name  | First Name | Installation    | City              | Business Phone                 | Job Title                                       | E-mail Address            |
|------------|------------|-----------------|-------------------|--------------------------------|---|---------------------------|
| Balabis    | Karen      | MCB Camp Butler | FPO               | (315) 645-0430                 | Environmental Compliance/EMS Officer            | karen.balabis@usmc.mil    |
| Bengtson   | Melanie    | MCAS Iwakuni    | FPO               | (315) 253-6853                 | Environmental Director                          | melanie.bengtson@usmc.mil |
| Brillenz   | David      | MWTC Bridgeport | Bridgeport        | (760) 932-1566                 | Maj   | david.brillenz@usmc.mil   |
| Bustamante | James      | MCLB Barstow    | Camp Pendleton    | (760) 725-3573                 | Company Commander/S-4 OIC                       | james.bustamante@usmc.mil |
| Chang      | Michele    | MCB Hawaii      | MCB H KANEHOE BAY | (808) 257-6920 x5              | ENV Protection Spec                             | michele.chang@usmc.mil    |
| Chun       | Jon        | MCB Hawaii      | Kaneohe Bay       | (808) 257-7138 257 6920 ext 76 | Geographer                                      | jon.chun@usmc.mil         |
| Cook       | Joseph     | MCLB Barstow    | Barstow           | (760) 577-6937                 | SUPERVISORY ENVIRONMENTAL PROTECTION SPECIALIST | joseph.cook1@usmc.mil     |



## EMS Home

[Modify Shared Page](#) ▼

### What is the EMS Model?

An EMS follows a Plan-Do-Check-Act Cycle, or PDCA. The diagram shows the process of first developing an environmental policy, planning the EMS, and then implementing it. The process also includes checking the system and acting on it. The model is continuous because an EMS is a process of continual improvement in which an organization is constantly reviewing and revising the system.



### What are some key elements of an EMS?

- Policy Statement - a statement of the organization's commitment to the environment
- Identification of Significant Environmental Impacts - environmental attributes of products, activities and services and their effects on the environment
- Development of Objectives and Targets - environmental goals for the organization
- Implementation - plans to meet objectives and targets
- Training - instruction to ensure employees are aware and capable of fulfilling their environmental responsibilities
- Management Review

#### Links

 ▼[EMS Administration Site](#)[Add new link](#)

#### Announcements

 ▼

There are currently no active announcements. To add a new announcement, click "Add new announcement" below.

[Add new announcement](#)

#### Events

 ▼

There are currently no upcoming events. To add a new event, click "Add new event" below.

[Add new event](#)





## Score

### PAI Risks

PAI Selection PAI Definitions Plan of Actions PAI Views

Help

**Command not set**

Forms: ☐ Location ☐ Resources ☐ Weighting ☐ Options [Show/Hide](#)

Practice: SDASF0001 Aboveground storage tank - Fuel storage [1000 Gallon Used Oil AST]

Code: **SDASF0001**

Score: 42.50

Practice Type: Aboveground storage tank - Fuel storage

Description: 1000 Gallon Used Oil AST

Sensitivity: 5 - Important to mission

[Update](#)

Aspect: Hazardous material use - POLs

Score: 1.25

Frequency: 1 - Rarely

Non-scored -- set to default of 1

[Update](#)

Impact: Personnel exposure - General

Work Group:

### Quantitative Risk

Environment: 0 - No impact

Non-scored -- set to default of 1

Regulatory: 1 - In compliance

Non-scored -- set to default of 1

Perception: 0 - No public interest

Non-scored -- set to default of 1

Health: 0 - No detectable effects

Non-scored -- set to default of 1

[Update](#)

# POA&Ms

EMS - Windows Internet Explorer

http://arroyohondo/sites/le/ems/Webpages/paipoa.aspx

Google

Go

Bookmarks

21 blocked

Check

AutoLink

AutoFill

Send to

Settings

File

CH2M HILL Virtual Office

EMS

Home Select Define Score Plan View Audit

Up to MCB Camp Lejeune

## Plan

Modify Shared Page

### Plan Of Actions

PAI Selection PAI Definitions PAI Risks PAI Views Library

Help

Sort By: ☒ Objective ☐ Status ☐ Priority ☐ % Complete ☐ Owner

Filter By: All Owners

|        |        | Objective     | Practice                       | Owner        | Status      | Priority | % Complete | Active |
|--------|--------|---------------|--------------------------------|--------------|-------------|----------|------------|--------|
| Select | Update | Reduce Spills | Vehicle/equipment fluid change | Kristen Duda | Not Started | Medium   | No Targets | Yes    |

View ☐ Active ☐ InActive ☒ All

Add Objective

### POA Selector

- Vehicle operations - Contractor
- Vehicle operations - New landfill
- Vehicle operations - Old landfill
- Vehicle operations - ORRV
- Vehicle operations - Tactical
- Vehicle/equipment fluid change
- Vehicle/equipment fluid change - Commercial
  - LEVFC0001 - Vehicle/equipment fluid change
    - Air Emissions - Incineration\_POL
    - Air quality degradation
    - Leak - Storage Tank

Practice Type: Vehicle/equipment fluid change

Practice: LEVFC0001 - Vehicle/equipment fluid change

Aspect:

Impact:



# HQMC EM Portal Reporting

- **HQ-level reports**
  - Summarize information for many Installations or just one
  - First round of reports include:
    - Practice Frequency by Installation
    - Top Ranking Aspects or Impacts
    - Objectives, Targets, POA&Ms



# HQMC EM Portal Reporting Example

## USMC EM Portal Practices

### All Installations

Displayed in Descending Order of Frequency with Percent of all Practice Types for the Installation



**Total Practices: 2506**

|   |                  |
|---|------------------|
| <b>Engine operation and maintenance (EOM)</b> | <b>208 - 8 %</b> |
|---|------------------|

|                       |            |
|-----------------------|------------|
| MCB Pendleton         | 189 - 12 % |
| MCAS Beaufort         | 11 - 3 %   |
| MCRD Parris Island    | 4 - 1 %    |
| MCB Camp Lejeune      | 2 - 2 %    |
| BLOUNT ISLAND COMMAND | 1 - 1 %    |
| MCAS Cherry Point     | 1 - 1 %    |

|                                       |                  |
|---------------------------------------|------------------|
| <b>Aboveground storage tank (AST)</b> | <b>194 - 8 %</b> |
|---------------------------------------|------------------|

|                    |            |
|--------------------|------------|
| MCB Pendleton      | 182 - 12 % |
| MCAS Beaufort      | 6 - 2 %    |
| MCAS Cherry Point  | 3 - 3 %    |
| MCRD Parris Island | 3 - 1 %    |



# Other Useful Features

- Working group coordination
- Key performance indicators
- Inspection dashboards
- Environmental Compliance and Protection Standard Operating Procedure (ECPSOP)
- Turnover folders
- Calendar
  - Scheduling resources
  - Critical events

## MCAS Miramar Home

[Modify My](#)

- Administration
- Air Quality
- Asbestos
- Budget
- Cultural Resources
- EPCRA
- FEWD
- Hazardous Materials
- Industrial
- Installation Restoration
- Medical Waste
- MMRP
- Natural Resources
- NEPA
- Pesticide
- Pollution Prevention
- Polychlorinated Biphenyls
- Recycling
- SPCC
- Storage Tanks
- Unauthorized Release



welcome  
to MCAS Miramar  
environmental office

The role of the Environmental Department is to be MCAS Miramar's technical environmental liaison between the state and federal regulatory agencies and the Miramar community.

Because environmental regulations are complex and constantly changing, our role is to execute or facilitate the procedures necessary to obey the law without interrupting or disrupting Miramar's mission ...

### Mission Statement

In order to sustain MCAS Miramar's training, readiness, and quality of life needs, we will provide the guidance, actions, and customer assistance necessary to comply with all environmental laws and regulations, prevent pollution where possible, protect and conserve vital natural resources, and continually improve our operations.

### Announcements

#### ALL NEW LINK TO ORDERS AND INSTRUCTIONS

3/8/2010 4:56 PM

by andrew.depaolo

On the main page, to the right of the screen, is a link to all applicable orders and instructions.

[Add new announcement](#)

### Miramar Calendar

There are currently no upcoming events. To add a new event, click "Add new event" below.



### Contact Information

**Miramar's EMS Representative**  
(858) 577-1306

### Links

- Environmental Learning Management System
  - Documents
  - Orders and Instructions
- [Add new link](#)

### Feedback

**From:** MCDSUS\pat.evans

**To:** Michelle Slayden

**Subject:** Feedback

**Reason:**

<Enter your feedback here>

[Send](#)

[Help and Training](#)

[EM Portal](#)



Air Quality Home



Modify Shared Page (Help)

- Administration
- Air Quality
- Asbestos
- Budget
- Cultural Resources
- EPCRA
- FEWD
- Hazardous Materials
- Industrial
- Installation Restoration
- Medical Waste
- MMRP
- Natural Resources
- NEPA
- Pesticide
- Pollution Prevention
- Polychlorinated Biphenyls
- Recycling
- SPCC
- Storage Tanks
- Unauthorized Release



The Air Quality Program is responsible for the oversight of proper management and use of hazardous materials, equipment, and processes that emit air contaminants to ensure compliance with established Federal, California State, and San Diego County laws, rules and regulations as well as DoD, U.S. Marine Corps, and MCAS Miramar policies, procedures, and directives

Federal/State Laws and Applicable Regulations

- [Clean Air Act](#)
- [San Diego County Air Pollution Control District Rules and Regulations](#)

DoD, DoN, USMC Policy

- MCO P5090.2A USMC Environmental Compliance and Protection Manual, [Chapter 6](#)

Air Quality Management Plans & Permits

- **MCAS Miramar Air Quality Management Plan**
  - [Management Plan \(PDF Version\)](#)
  - Plan Appendices
    - [Appendix A](#)
    - [Appendix B](#)
    - [Appendix C - Aerospace Coating List](#)
    - [Appendix D](#)
- Air Permits

Contact Information

**Program Manager**  
(858) 577-6050

Program Menu

- Public Document Library
- Private Document Library
- Forms
- Photos
- Tasks

[Add new link](#)

Links

There are currently no favorite links to display. To add a new link, click "Add new link" below.

[Add new link](#)

| Section | Facility ID | Description  |
|---------|-------------|--------------|
| A       | 1821A       | MCAS Miramar |



# Marines

*The Few. The Proud.*

EMS My Site My Profile

Up to EMPortal

MARFORRES  
Home

Modify Shared Page ▾

## Contacts

## Inspections

- Checksheets
- Dashboard
- Calendar

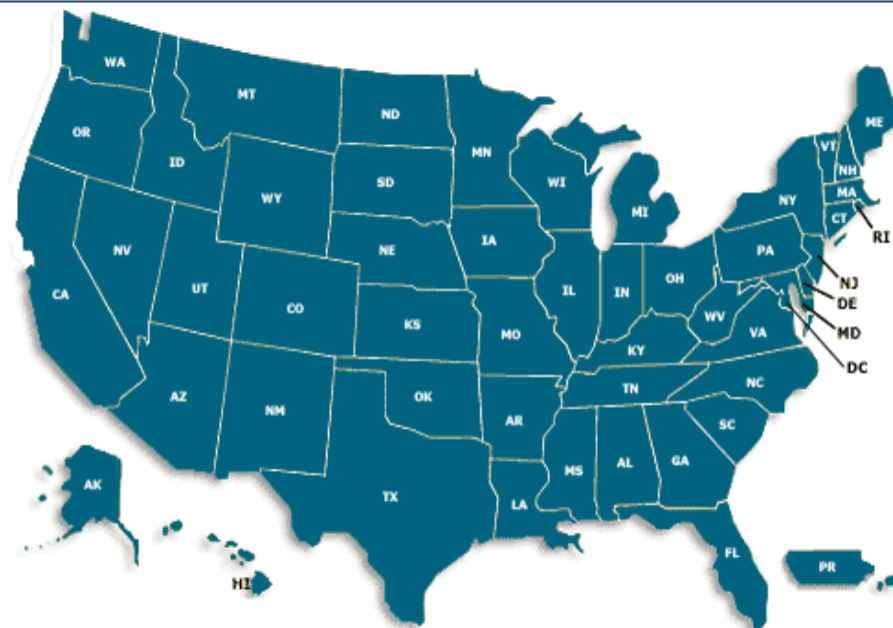
## ECPSOPs

## Non Compliance Hotspots

- Hazmat
- HazWaste
- Medical Waste

## EMS

## NAVAC



## Links

- Shared Documents
- MARFORRES Facilities SharePoint
- Marine Forces Reserves

▣ Add new link

[Help and Training](#)

Choose a State... Go

## States

| State  | City        | Unit                                     |
|--------|-------------|--|
| Alaska | Anchorage   | Co. D (-), Anti-Terrorism Bn.            |
| Hawaii | Kaneohe Bay | Det, 4th Force Recon. Co.                |
| Hawaii | Kaneohe Bay | 2nd & 3rd Plt., Co. F, Anti-Terrorism Bn |

Choose a Division... Go

Choose a State...

Go

**States**

| State  | City        | Unit   |
|--------|-------------|--|
| Alaska | Anchorage   | <a href="#">Co. D (-), Anti-Terrorism Bn.</a>                |
| Hawaii | Kaneohe Bay | <a href="#">Det, 4th Force Recon. Co.</a>                    |
| Hawaii | Kaneohe Bay | <a href="#">2nd &amp; 3rd Plt., Co. F, Anti-Terrorism Bn</a> |

Choose a Division...

Go

**Divisions**

| Unit   | Command               | SubCommand                                   | City                  | State | Location                  | Site |
|--|-----------------------|--|-----------------------|-------|---------------------------|------|
| MarForRes Band                               | Marine Forces Reserve | MarForRes Band                               | New Orleans           | LA    | New Orleans, La           |      |
| 3d Civil Affairs Group                       | Marine Forces Reserve | 3d Civil Affairs Group                       | Camp Pendleton        | CA    | Camp Pendleton, Ca        |      |
| 4th Civil Affairs Group                      | Marine Forces Reserve | 4th Civil Affairs Group                      | Anacostia, Washington | DC    | Anacostia, Washington, Dc |      |
| 3d Air-Naval Gunfire Liason Company          | Marine Forces Reserve | 3d Air-Naval Gunfire Liason Company          | Long Beach            | CA    | Long Beach, Ca            |      |
| 4th Air-Naval Gunfire Liason Company         | Marine Forces Reserve | 4th Air-Naval Gunfire Liason Company         | West Palm Beach       | FL    | West Palm Beach, Fl       |      |
| Headquarters Environmental Services Division | Marine Forces Reserve | Headquarters Environmental Services Division | New Orleans           | LA    | New Orleans, La           |      |
| Headquarters                                 | Marine Forces Reserve | Intelligence Support Battalion               | New Orleans           | LA    | New Orleans, La           |      |
| 4th Ground Sensor Platoon                    | Marine Forces Reserve | Intelligence Support Battalion               | Mobile                | AL    | Mobile, Al                |      |
| Headquarters Company A                       | Marine Forces Reserve | Intelligence Support Battalion               | San Diego             | CA    | San Diego, Ca             |      |
| All Source Fusion Plt Company A              | Marine Forces         | Intelligence Support Battalion               | San Diego             | CA    | San Diego, Ca             |      |

- Contacts**
- Inspections**
  - Checksheets
  - Dashboard
  - Calendar
- ECPSOPs**
- CETEP**
- Non Compliance Hotspots**
  - Hazmat
  - HazWaste
  - Medical Waste
- EMS**

Submissions  
Completed  
Inspections

Deficiencies  
Incomplete Inspections

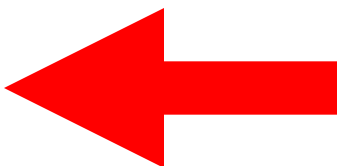
## Inspections Dashboard

Place holder for dashboard,  
open for discussion

Resources  
Checklists  
Schedule  
ECPSOPs

Contact Us  
Contact us for more  
details through our  
contact us form,  
questionnaire, review

- Inspection Reports
- Checklists
- Inspection Photos

- 
- [Text](#)
  - [Attachment A](#)
  - [Attachment B](#)
  - [Attachment C](#)
  - [Attachment D](#)
  - [Appendices](#)
  - [Forms & Worksheets](#)

## MARFORRES Environmental Compliance and Protection Standard Operating Procedure (ECPSOP)

### Welcome!

You have accessed the website to download 2009 MARFORRES Environmental Compliance and Protection Standard Operating Procedures (ECPSOP). This document was originally published in July 2004. It was revised in 2008 and a copy was distributed to all Marine Corps Reserve Centers.

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**Text:** Click on this link to download the entire document with all attachments or to download only the main chapters of the text.

**Attachment A:** Click on this link to download a specific Administrative Procedure/Work Instruction that can be selected from a table.

**Attachment B:** Click on this link to download the MARFORRES Environmental Checklists.



- [ECPSOP Document Library](#)
- [Photo Library](#)



# Next Steps

- EM Portal Policies
  - Business Practices
    - Minimum site requirements
    - Posting EMS-related documentation
    - Reporting to HQMC
  - Quick guides for electronic forms/reports for EMS reporting and conformance tracking
- Additional webinars for each installation
- Upgrade to MOSS 2007
  - Additional functionality for installations
  - Will resolve certain access issues
- Application Integration



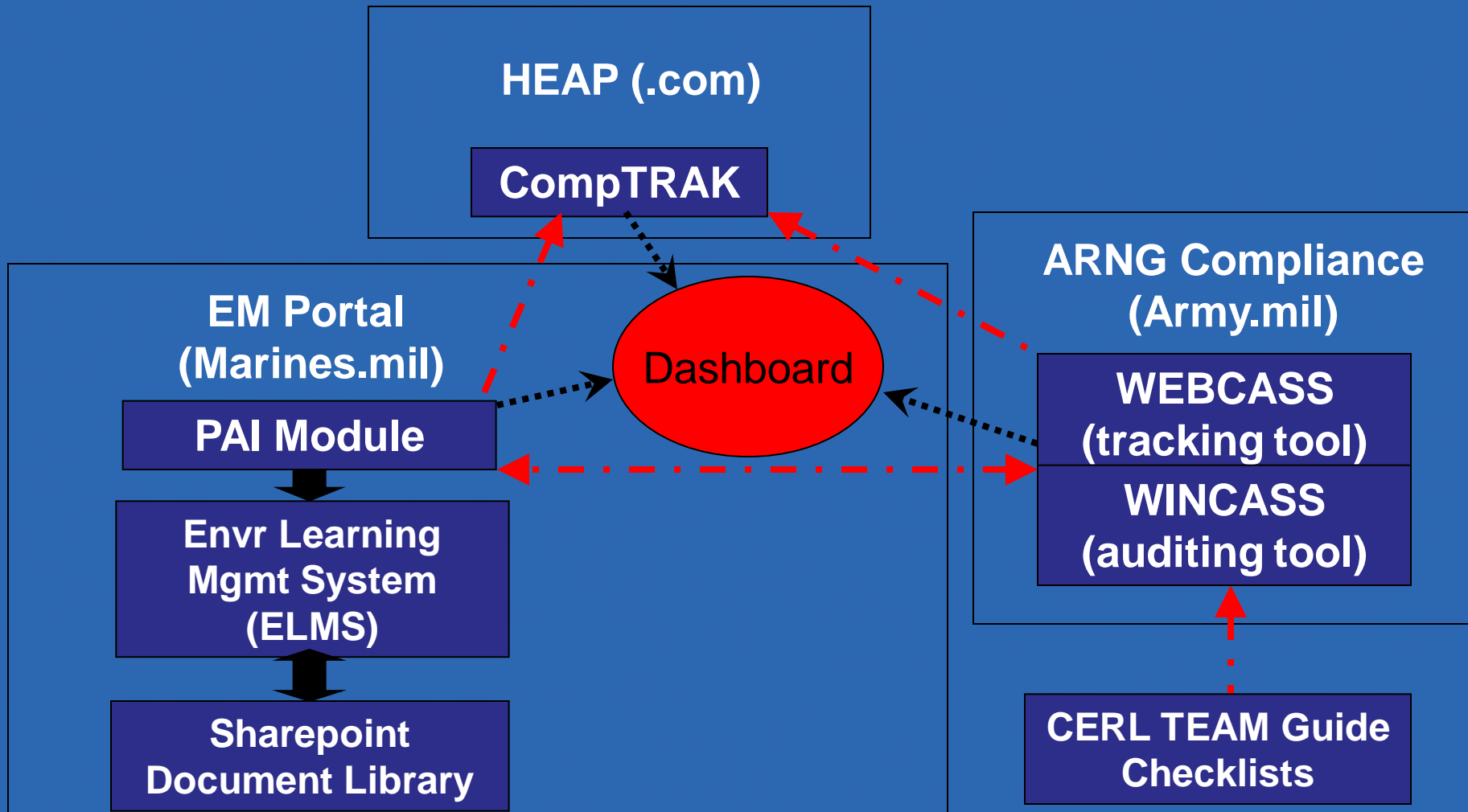


# **EM Portal Application Interaction**

- **Future information exchange**
  - **Environmental Learning Management System (ELMS)**
    - identify courses based on profile in EM Portal
  - **WebCASS – new auditing tool**
    - link by practices and location (NFA)
  - **CompTRAK – USMC funding tool**
    - Link projects for funding by practices
  - **INFADS**
    - link by location (NFA)
  - **GEOFidelis**
    - link by location (NFA)



# EM Portal Application Interaction





MARINE CORPS BASE QUANTICO

Site Search

## SITE NAVIGATION

## Asbestos

Cultural

Green Procurement

## Natural Resources

NEPA

## Pollution Prevention

## Recycling

Solid Waste

USTs / ASTs

Water

### Environmental Management System (EMS) Elements

- Policy

## 1. Environmental Policy Statement

- Planning

## —2. Environmental Requirements

-3. ...

#### 4. Risk Prioritization

5. Settlements - targets

## 6. Actions to Improve Performance

### + Implementation

#### Checking and Preventive / Corrective Action

+ Management Review

Sort Ascending  
Sort Descending

WEBCASS

FLMS



### Buildings with Practice(s)

| ID   | Use                   | DSN  |
|------|-----------------------|------|
| 1000 | Officers Club         | 4590 |
| 1001 | Non-Commissioned Club | 4576 |
| 1002 | Fire Department       | 4888 |
| 1003 | Mess Hall             | 4677 |
| 1004 | Hanger 1              | 4637 |
| 1005 | Hanger 2              | 4670 |
| 1006 | Lift Station          | 4673 |
| 1007 | Hanger 3              | 4670 |
| 1008 | Cafeteria             | 4640 |
| 1009 | Fueling Station       | 4599 |
| 1010 | Waste Plant           | 4544 |

### Commands with Practice(s)

2d Marine Logistics Group

AC/S, 18L  
Tenant Schools (TECOM)

- AC/S Marine Corps Service
- Field Management School

2nd Marine Division

1ST FSSG

- Training & Operations
  - Naval Hospital Camp Lejeune





# MARINES

THE FEW. THE PROUD.

HEADQUARTERS ::

## MARINE CORPS BASE QUANTICO

[EMS Users Guide](#)

Site Search

SEARCH

### SITE NAVIGATION

[Air Quality](#)  
[Asbestos](#)  
[Cultural Resources](#)  
[Green Procurement](#)  
[Natural Resources](#)  
[NEPA](#)  
[Pollution Prevention](#)  
[Recycling](#)  
[Solid Waste](#)  
[USTs / ASTs](#)  
[Water](#)

### Environmental Management System (EMS) Elements

- ☐ Policy
  - 1. Environmental Policy Statement
- ☐ Planning
  - 2. Environmental Requirements
  - 3. Practices, Aspects
  - 4. Risk Prioritization
  - 5. Objectives and Targets
  - 6. Actions to Improve Performance
- ☐ Implementation
- ☐ Checking and Preventive / Corrective Action
- ☐ Management Review

Practice: Hazardous Material Storage

Building: 1002

Command: 1st FSSG

| Objective   | Target<br><i>Give Date and Specific.</i>   | Plan of Action  | Responsibility/POC                        | Completion Date        |
|---|--|---|---|------------------------|
| Meet installation and MCO P5090.2a, Chapter 15 Pollution Prevention goals in the installation Hazardous Material Program. | Complete installation wide implementation commenced CY2004 of Hazardous Material Consolidation Program (HCP), using the Hazardous Material Management System (HMMS) in accordance with ECPSOP, 6280.3G, Chp 14, to include the bolt on air module, by 31 Dec 2009. | Receive bolt-on HMMS/ESP air module, ready for production.  | Environmental/ Marie Stewart/ HCP Cell.   | (Completed) 11/1/2008  |
|   |  | Implement CLD-15/1st FSSG.                                  | HCP Cell/ Environmental Quality Division. | (Delayed; New) 5/29/09 |
|   |  | Implement all appropriate straggler units or areas of       | HCP Cell/ Environmental Quality Division. | (Completed) 12/31/2008 |
|   |  | Implement direct billing for hazmat items to all HMMS units | HCP Cell/ Comproller/Buisness             | (Completed) 12/31/2008 |
|   |  | Implement MAWTS-1 and all exercises supported by unit.      | HCP Cell/ Environmental Quality Division. | (Completed) 2/28/2009  |
|   |  | Permanent server solution in place                          | HCP Cell/ Environmental Quality Division. | 9/30/2009              |
|   |  | Implement appropriate contractor operations.                | HCP Cell/ Environmental Quality Division. | 12/31/2009             |

Practice: Water Plant Operations

Building: 1043

Command: 1st FSSG

| Objective  | Target<br><i>Give Date and Specific.</i>  | Plan of Action   | Responsibility/POC                                 | Completion Date       |
|--|---|--|--|-----------------------|
| Comply with the Arizona Department of Environmental Quality's (ADEQ) requirements of the Safe Drinking Water Act (SDWA). | Meet ADEQ's SDWA Stage 2 of the DIBPR that requires all systems to meet running annual averages (RAA) and locational running annual averages (LRAAs) of 80 ug/L for Total Trihalomethanes (TTHMs) and HAA5s by year 2013. | Conduct water plant study that will contain several courses of       | Environmental/ Water Plant Working Group           | (Completed) 2/15/2007 |
|  |   | Review water plant study and select course of action to best         | Installation & Logistics / Water Plant EMS Working | (Completed) 5/15/2007 |
|  |   | Commence a contracted feasibility study at the water                 | Installation & Logistics / Water Plant EMS Working | (Completed) 12/1/2008 |
|  |   | Complete the water plant feasibility study of the                    | Installation & Logistics / Water Plant EMS Working | 5/15/2009             |
|  |   | Evaluate feasibility study testing results, treatment capability and | Installation & Logistics / Water Plant EMS Working | 7/30/2009             |
|  |   | Update Objective and Target based on decisions from 30               | Installation & Logistics / Water Plant EMS Working | 10/1/2009             |



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### Commands with Objective(s)

**2d Marine Logistics Group**  
 AC/S, I&L  
 Tenant Schools (TECOM)  
 - AC/S Marine Corps Service  
 - Field Management School  
**2nd Marine Division**  
 1ST FSSG  
 Training & Operations  
 - Naval Hospital Camp Lejeune



# Vision for EM Portal

- **In 1 years...**
  - Rollout will long be complete
  - Installations will use EM Portal as the primary tool for
    - sharing environmental information
    - managing EMS-related data and documentation
  - Additional linkage to other USMC web-based applications
  - Migration to MOSS 2007 platform
  - EM Portal policy will be rolled out
- **In 5 years...**
  - Additional linkage to other USMC web-based applications
- **In 7 years...**
  - No one will remember what life was like without EM Portal



# EM Portal

Questions?